



**STATE BOARD OF EQUALIZATION**

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September 15, 2011

**TO INTERESTED PARTIES**

**2012 BUSINESS TAXES COMMITTEE CALENDAR**

Enclosed is the materials preparation and review calendar of the Business Taxes Committee (BTC) for 2012, reflecting the following topics:

- 1) Proposed amendments to Regulation 1684, *Collection of Use Tax by Retailers*, to incorporate the provisions of amended Revenue and Taxation Code section 6203 regarding “engaged in business in this state.” This topic is scheduled for discussion at the February 2012 BTC meeting. Staff will issue the first analysis on October 14, 2011; however, interested parties are welcome to submit comments at any time by emailing them to Mr. Robert Wilke at [robert.wilke@boe.ca.gov](mailto:robert.wilke@boe.ca.gov).
- 2) Proposed amendments to Regulation 1618 and changes to Audit Manual section 411.00 to update their provisions with changes to the Federal Acquisition Regulations. This topic is scheduled for discussion at the March 2012 BTC meeting; it was originally scheduled in December 2011.
- 3) Proposed updates to BOE manuals to incorporate guidelines and procedures for processing petitions for reallocation of local tax. This topic is scheduled for submission to the BTC in March 2012.
- 4) Develop a proposal to initiate a reward program for unreported tax information - Revenue and Taxation Code section 7060. This topic is scheduled for discussion at the May 2012 BTC meeting.
- 5) Proposed new regulation and amendments to Regulations 4601, 4603, 4604, and 4605 under the cigarette and Tobacco Products Licensing Act of 2003. This topic is scheduled for the June 2012 BTC meeting.

The calendar dates and topics are subject to change. You may refer to the Business Taxes Committee page on the Board’s Internet website at <http://www.boe.ca.gov/meetings/btc2012.htm> for any future changes. You may also refer to the official Board Meeting notice, which is released not less than ten days prior to each Board meeting, to confirm the actual Committee agenda items, date and time.

If you have questions about the schedule, please contact Leila Hellmuth at (916) 322-5271 or [Leila.Hellmuth@boe.ca.gov](mailto:Leila.Hellmuth@boe.ca.gov).

Sincerely,

Jeffrey L. McGuire, Deputy Director  
Sales and Use Tax Department

JLM:lh

Enclosure

**BOARD OF EQUALIZATION BUSINESS TAXES COMMITTEE**  
**2012 CALENDAR**  
**Current as of September 15, 2011**

COMMITTEE MEETING DATE/TIME *	ISSUE	Reference/ Regulations	Staff Provides Analysis to Interested Parties	Meeting with Interested Parties (1)	Interested Parties Provide Response	Staff Provides Second Analysis to Interested Parties	Second Meeting with Interested Parties (1)	Last Day for Interested Parties Response	Materials Provided to Board
February 2012	Proposed amendments to Regulation 1684 to incorporate the provisions of amended Revenue and Taxation Code section 6203 regarding "engaged in business in this state"	Regulation 1684	10/14/2011	Sacramento: 10/31/2011 10 a.m. - Culver City: 11/2/2011 10 a.m.	11/18/2011	12/9/2011	Sacramento: 12/20/2011 10 a.m. - Culver City: 12/22/2011 10 a.m.	1/13/2012	February 2012
March 2012	Proposed amendments to Regulation 1618 to update its provisions with changes to the Federal Acquisition Regulation	Regulation 1618	11/14/2011	11/29/2011 10 a.m.	12/16/2011	1/4/2012	1/17/2012	1/31/2012	March 2012
March 2012	Proposed updates to manuals to incorporate guidelines and procedures related to petitions for reallocation of local tax		11/16/2011	12/1/2011 10 a.m.	12/19/2011	1/6/2012	1/18/2012 10 a.m.	2/2/2012	March 2012
May 2012	Develop a proposal to initiate a reward program for unreported tax information - Revenue and Taxation Code section 7060		1/20/2012	2/7/2012 10 a.m.	2/24/2012	3/16/2012	3/29/2012 10 a.m.	4/13/2012	May 2012
June 2012	Proposed new regulation and amendments to existing regulations under the Cigarette and Tobacco Products Licensing Act of 2003	Regulations 4601; 4603; 4604; 4605	2/17/2012	3/6/2012 10 a.m.	03/20/12	04/09/12	5/4/2012 10 a.m.	05/25/12	June 2012

**Notes:** \* BTC meeting dates will be updated once the Board's workplan for 2012 is published  
(1) Meetings with interested parties will be held at 10 a.m. in:  
Sacramento: Room 122 at 450 N Street, Sacramento, CA  
Culver City: 5901 Green Valley Circle, Ste. 200, Culver City, CA